

**Town of Westford  
Finance Committee Meeting  
JV Fletcher Library  
November 13, 2007**

Present: Dave Murray, Kelly Ross, Rose O'Donnell, Jeanne Drula, Michael Princi, Ingrid Nilsson, Tom Price, Suzanne Marchand

Absent: Al Herget, Alicia Corvino

7:30 PM Call to Order

Reserve Fund Transfers

Nilsson motioned to approve funds in the amount of \$21,720.00 from the Finance Committee reserve fund to the Contracted Services account in the Town Manager's budget (01123200-524090.) O'Donnell seconded the motion. The Department of Environmental Protection is mandating the Town of Westford to pay for perchlorate testing resulting from the construction of the new highway garage. Failure to comply may result in fine by the DEP. It was not clear how often the DEP is requiring testing. Marchand was to forward a copy of the action plan to members of the Finance Committee. The vote was approved unanimously, 7-0.

O'Donnell motioned to approve funds in the amount of \$4,000.00 from the Finance Committee reserve fund to the Contracted Services account in the Town Manager's budget (01123200-524090.) Price seconded the motion. The Town of Westford needed an independent appraisal in order to determine the value of an emergency access easement on South Chelmsford Road. The vote was approved unanimously, 7-0.

Minutes

A motion was made by Ross to approve the minutes of September 27, 2007. The motion was seconded by Drula and approved unanimously, 4-0. Nilsson, Price, and Princi abstained.

A motion was made by Ross to approve the minutes of October 22, 2007. The motion was seconded by Nilsson and approved unanimously, 6-0. Price abstained.

A motion was made by O'Donnell to approve payment in the amount of \$220.00 to Dan O'Donnell for drafting the minutes of the Finance Committee Meetings. The motion was seconded by Nilsson and approved unanimously, 7-0.

#### Future Meeting Dates

Murray scheduled future Finance Committee Meetings for Monday, November 26, 2007 and Monday, December 10, 2007 (Later rescheduled to December 17, 2007.)

#### Informational Items

Princi gave an overview of the Association of Town Finance Committees Meeting that he attended earlier in the month. A key point being discussed at the meetings was the regionalization of town resources such as dispatch for police and fire. It was also suggested that the Town look into whether or not the Board of Health can be regionalized. Utilities were another cause for concern and municipalities need to become more creative in finding ways to pay for them. This year, the State is also projecting there will be a fifty to sixty million dollar lottery deficit. A local meals tax was also suggested. And lastly, Massachusetts has the best retirement benefit package in the nation.

Murray requested volunteers to attend the Joint Chairs Meetings in his place.

The Finance Committee joined the Selectmen's meeting so Ross could present the Long Range Fiscal Policy Report to the Selectmen.

Adjourn

8:15 – O'Donnell motioned to adjourn. Ross seconded the motion which was approved unanimously, 7-0.

Reserve Fund Balance FY08: \$129,291.80

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Signed, Dave Murray  
Finance Committee Chairman

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Date